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1960

MEMORANDUM FOR: Special Support Assistant to the Deputy Director (Support)

SUBJECT : Replacement for Administrative Officer, [redacted] 25X1A6a

REFERENCE : Memo dtd 26 Jan 60 to Admin Career Board via SF Career Staff fr AC/NE, same subject

1. The above referenced memorandum (attached) proposes that the replacement of present Administrative Officer at [redacted] in 25X1A6a September 1961 be a person having certifying authority.

2. It is the opinion of this Office that whenever certifying authority is required the position should be filled by an experienced Finance Officer carrying SF career designation. It is preferred that the position be established as a Finance Officer position although other administrative duties will be performed. Then the SF Career Service would automatically furnish replacement through our rotation program.

3. We will be glad to work with you and the Near East and South Asia Division in establishing and manning the position.

E. R. SAUNDERS
Comptroller

Attachment

RIJ:epr
Distribution:
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